



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

## DISTRICT GOVERNANCE COUNCIL MINUTES

December 8, 2021

**Present:** Anthony-Thomas (Kovrig), Beresford, Bocaya, Boger, Borek, Bromma, Crocitti, Dowd, King, Kovrig, Lundburg, Luster, Mahler, Manis, Martin, Murphy, Parrill, Ryan, Shabazz, Short, Smith, Topham, Trinh, Young, and Chairperson Cortez

**Absent:** Spearman

**Guests:** Ficken, Lamb, Lerma

### 1. **APPROVAL OF THE AGENDA**

The agenda for the December 8, 2021, DGC meeting was reviewed and approved.

### 2. **APPROVAL OF MINUTES**

The minutes of November 3, 2021 were approved.

### 3. **REVIEW OF BOARD AGENDA**

The agenda for the December 16, 2021, Board Meeting was opened for review by Chancellor Cortez. Each item was discussed and satisfied.

### 4. **ADDITIONAL AGENDA ITEMS**

No additional agenda items.

### 5. **BOARD POLICIES AND ADMINISTRATIVE PROCEDURES**

Margaret Lamb, Executive Assistant to the Chancellor, presented the first review of Chapter 2 Board Policies and Administrative Procedures. They are being revised as part of the Board's ongoing 6-year comprehensive review of all Board policies and procedures.

Vice Chancellor Topham brought Chapter 4 Board Policy BP 5750 Use of Copyright Material to DGC for a second reading. It was revised in response to CCLC Legal Updates and the required 6-Year Review. Motion to approve by Continuing Education Classified Senate President Kovrig and seconded by Mesa Associated Student President Trinh; the changes were unanimously approved.

Vice Chancellor Smith reviewed the first draft of Administrative Procedure AP 7170 Remote Work with the Council. The new Administrative Procedure is being put forth for approval as a response to a significant interest in expanding workplace flexibility. AP 7170 will come back to DGC for a second review.

Vice Chancellor Manis brought Administrative Procedures on Sustainability to DGC for a second reading. Motion to approve by from Miramar Academic Senate President-Elect Martin and seconded by Mesa Associated Academic Senate President Crocitti, the changes were unanimously approved.

### 6. **DGC MEETING MODALITY**

Chancellor Cortez opened the discussion on DGC modality. He recommended changes to the meeting agenda format for consistency and better organization. DGC members recommended changes and agreed on a revised DGC meeting template. A

preferred language for approving agenda and minutes was also established to help keep consistency. He also reminded the Council about DGC meetings around strategic planning. He hopes to have more in depth conversations and asked DGC members to plan for some in person meetings in the Spring, specifically March 16, April 20, and May 18.

**7. STRATEGIC PLANNING**

Chancellor Cortez reported that the committee has interviewed several consulting services to help with the Districts Strategic Plan Development. MIG, Inc., has been the most responsive and a request to award the RFP to MIG, Inc., will go to the Board at the December 16, 2021, Board meeting.

**8. BUDGET & FINANCE**

Executive Vice Chancellor Dowd reported that District's external auditing firm is working to bring the FY 2020-21 audits to conclusion. The audits will be presented to the Board at the January 27, 2022, meeting. On the state level, the governor's office is preparing the budget proposal for 2022-23 fiscal year which will be released in January 2022.

**9. HEALTH AND SAFETY**

Chancellor Cortez reported that the District is moving steadily toward the goal of fully reopening to in-person operations in January 2022. The District will be keeping a close eye on COVID-19 cases at the local and state levels throughout the winter break to determine if any adjustments to re-opening need to be made. The priority is the health and safety of both students and employees.

**10. STUDENT HOUSING**

The District has requested funds for student housing and hope to get a response by Spring of 2022.

Adjourned 4:21 p.m.