



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

DISTRICT GOVERNANCE COUNCIL MINUTES

October 5, 2022

Present: Beresford, Bethea, Bocaya, Crocitti, Devore (Topham), Hands, Hill, Hoffman, S. King, T. King, Kogan, Kovrig, Lundburg, Mahler, Martin, Peterson, Shabazz, Short, Smith, Torres (Ryan), Zeledón-Pérez and Chairperson Dowd

Absent: Bromma, Carrasquillo, Cortez, Ryan, Topham

Guests: Ficken-Davis, Lamb, Lerma

1. **AGENDA**

The agenda for the October 5, 2022, DGC meeting was reviewed and approved.

2. **REVIEW OF MINUTES**

The minutes of the September 21, 2022, meeting were approved as submitted.

3. **GOVERNANCE**

The agenda for the October 13, 2022, Board Meeting was opened for review by Executive Vice Chancellor Dowd. Each item was discussed and satisfied.

Miramar Academic Senate President Martin opened a discussion on AP 3200 Associated Students Organizations and Guidelines for Student Clubs and Organizations, Item 11. He has concerns that the procedure creates obstacles for student clubs as it prevents them from attending or hosting events off-campus. The group discussed ways to get permission and examples of exemptions. It was recommended that the deans of student affairs review the procedure to clarify and revise the process and to make sure all the campuses are on the same page.

Vice Chancellor Smith brought AP 3721 Electronic Mail and Digital Communication Platforms (formerly Policy 0550) to DGC for first review. The document has not been updated since the 1990s and technology has changed drastically. The goal is to establish a procedure specific to email and digital communications to set clear criteria for appropriate authorizations and use of communication platforms. It will address security concerns, inappropriate use of DLs, and set a clear expectation across the District. Each college will have their own process on how to access and use DLs. There were some concerns around limiting the sharing of information and the difficulty for faculty and staff to access DLs. AFT President Jim Mahler pointed out that this procedure is similar to how things are done in the Grossmont-Cuyamaca Community College District, where he is not aware of any problems accessing the DL, and where people seem to get fewer extraneous emails. After further discussion, the group was happy to see the procedure updated.

Vice Chancellor Peterson brought BP 7800 Green Building Policy and Major Renovation Standards and AP 7800 Green Buildings to DGC for first review. They are being revised as part of the Board's ongoing 6-year comprehensive review. There were minor revisions in language to allow for saving and flexibility regarding Leadership in Energy and Environmental Design (LEED).

4. EDUCATIONAL SERVICES

Dean DeVore reported on enrollment. The District is progressing to its target of 81% with CE continuing to see growth. Vice Chancellor Topham will begin to share the enrollment reports on a regular basis with DGC.

Dean DeVore also presented the academic calendars for 2023-24 and 2024-25. Juneteenth has been added as a holiday and the enrollment date has been moved up.

5. BUDGET AND FINANCE

Executive Vice Chancellor Dowd updated the council on the budget. The Board approved the District's adopted budget for 2022-23 at the September 15 meeting. She highlighted the importance of the 2021-22 Annual Financial Report, CCFS-311 and explained that the 2021-22 fiscal year will be audited in December. The District has also put out a new RFP for auditing firms. It is the District's practice to regularly change auditing firms and have three-to-five-year contracts.

Executive Vice Chancellor also presented a resolution directing the Chancellor (or designee) to revise existing BPs and APs in accordance with the state's revised recommendation that districts maintain a minimum of two months of general fund unrestricted reserves based upon general fund operating expenditures. The resolution is at the request of the Board's Budget Study and Audit subcommittee, is in alignment with the District's Strategic Plan, and will help safeguard the District.

6. HEALTH AND SAFETY

Vice Chancellor Peterson and Vice Chancellor Smith opened a discussion on the District's Health and Safety Committee. It is a proposed committee that would be advisory to the Management Services Council, DGC, and Chancellor's Cabinet. The would provide constituent input regarding the promotion of healthy and safe work and educational environments for the District. The committee will consult with its appointing constituencies and administrative departments to address security, occupational health and safety, and general safety issues, as well as to develop recommended suggestions to proactively address and remediate safety and security issues. They provided draft bylaws and explained that the committee will have a diverse range of constituents to cover different perspectives and recommendations. Once DGC approves the committee, they hope to get the committee together and begin meeting.

7. FACILITIES

Vice Chancellor Peterson updated the council on housing. There are limited state funds and Mesa and Miramar colleges will have to wait for another round of housing grants. City College has secured a housing grant is currently working on plans for their construction grant which is due in January 2023. Overall, the District is headed in the right direction and is looking for more federal, state, private, and bond funding opportunities for housing.

Adjourned 4:44 p.m.