



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

DISTRICT GOVERNANCE COUNCIL MINUTES

December 7, 2022

Present: Beresford, Bocaya, Bromma, Carrasquillo, Crocitti, Dowd, Hands, Hill, Hoffman, S. King, T. King, Kogan, Kovrig, Lareau (Peterson), Lundburg, Ryan, Shabazz, Short, Smith, Topham, Zeledón-Pérez and Chairperson Cortez

Absent: Mahler, Martin, Peterson

Guests: Ficken-Davis, Lamb, Lerma

1. **AGENDA**

The agenda for the December 7, 2022, DGC meeting was reviewed and approved.

2. **REVIEW OF MINUTES AND MEETING SCHEDULE**

The minutes of the November 2, 2022, meeting were approved as submitted.

The meeting schedule for January through June 2023 was reviewed and approved. The Budget Council Meeting will not have an in person in February; as a result, the in-person meeting at City College will take place in June.

3. **GOVERNANCE**

The agenda for the December 15, 2022, Board Meeting was opened for review by Chancellor Cortez. Each item was discussed and satisfied.

Board Office Supervisor Ficken-Davis discussed the Brown Act Update and the change to AB 361. She explained the requirements and conditions for remote meetings and how it affects all Brown Act Committees. Director of Legal Services, Ljubiša Kostić will give a presentation at the December 15, 2022, Board meeting.

Executive Vice Chancellor Dowd brought BP 6200, Budget Preparation to DGC for review. It is being revised in response to request by the trustees, as well as CCLC Legal Updates and the required 6-Year Review. Updates include the addition of legally required language in accordance with CCLC template and the Board of Trustees' action requiring two months of general fund unrestricted ending fund balance reserves; and other recommended revisions.

4. **EDUCATIONAL SERVICES**

Vice Chancellor Topham provided an enrollment update. The credit colleges are at 91% of their intersession enrollment target, no data was reported for Continuing Education because they do not have an intersession. Productivity is on the right track with Spring enrollment at 43% of its target at the credit colleges. It is too early to report on enrollment for CE but there are 728 class sections scheduled and over 4,000 class sections combined for the credit colleges. Vice Chancellor Topham also reported that they have stopped printing class schedules and have shifted to more innovative publications that will be available in multiple languages.

5. BUDGET AND FINANCE

Vice Chancellor Smith reported that Executive Vice Chancellor Dowd will postpone her retirement for one month to help finish the audits. It is a special circumstance approved by the Chancellor.

Executive Vice Chancellor Dowd reported that Governor Newsom will release the state budget proposal for 2023-24 on January 10, 2023. She plans to attend the virtual Annual Association of Chief Business Officials (ACCCA/ACBO) Budget Workshop which will take place a few days later on January 18, 2023. The workshop will review the impact the state budget has on California Community Colleges and based on the January state budget SDCCD will release a preliminary budget in March or April.

Executive Vice Chancellor Dowd also reported that the February Budget Council Meeting has been moved to the end of January to ensure that she is able to report on any audit and budget updates and to help the incoming Executive Vice Chancellor of Finance and Business Services transition into her role.

6. PLANNING, RESEARCH, AND INSTITUTIONAL EFFECTIVENESS

No update on the Strategic Plan.

7. HEALTH AND SAFETY

Vice Chancellor Smith reported on the Special Board Meeting held on December 5, 2022, to discuss vaccine and mask mandates. The Board had a robust discussion with lots of input regarding re-instating the vaccine mandate for students and input on keeping the face mask mandate. The Board voted to keep things as is and not require a vaccine for students and plans will move forward to lift the mask mandate on December 19. The Board also discussed expanding access to vaccines for students.

No update on the Police Advisory Committee (PAC).

8. PEOPLE AND CULTURE

Vice Chancellor Smith opened a discussion on remote work and responded to the concerns around remote work policies that Mesa College Classified Senate President Sahar King brought forward at the last DGC meeting. He discussed vacation time, office staffing, ergonomic safety, and disability and medical accommodations as they pertain to remote work. He thanked Mesa College Classified Senate President King for bringing the concerns to DGC and will continue to assess and improve the remote work policies and procedures. The District is also working on creating a platform for employees to access resources and information on remote work.

Miramar President Lundburg recommended adding vacation and remote work to a future Cabinet agenda to find solutions for excess vacation balances. Executive Vice Chancellor Dowd added that excess vacation balances have always been an issue for the District that has only been compounded by the pandemic and remote work. It is a good time to revisit and discuss with managers.

9. OPERATIONS, ENTERPRISE SERVICES, AND FACILITIES

District Architect Lareau updated the council on housing. City College plans to apply for a construction grant in January. The Chancellor and the Superintendent of San Diego Unified School District recently met to discuss employee housing and the possibility of collaborating with SDCCD. Housing is new and exciting for the District and can offer opportunities for both students and employees.

Adjourned 4:48 p.m.