



SAN DIEGO COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL

June 1, 2016

3:00 p.m. – Room 245

AGENDA

- *1.0 Review Minutes of May 18, 2016
- *2.0 Review of Board Agenda for June 9, 2016
- 3.0 Additional Agenda Items
- 4.0 State Budget Update Carroll/Dowd
- 5.0 Roundtable

*Attachments

BOARD MEETING scheduled: Thursday, June 9, 2016 – 4:00 p.m.
District Office – Rooms 235/245

Next DGC MEETING scheduled: Wednesday, July 20, 2016 – 3:00 p.m.
District Office – Room 245

Visitors and observers are welcome. The District Governance Council (DGC) follows an open process and conducts open meetings. However, because of limited space, we ask that visitors sit in the extra chairs provided against the walls to leave room available at the table for voting DGC members. Your help is appreciated.



SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE – MESA COLLEGE – MIRAMAR COLLEGE – CONTINUING EDUCATION

DISTRICT GOVERNANCE COUNCIL MINUTES

May 18, 2016

Present: Beresford, Bocaya, Bulger, Cortez, Davis (for Larson), Dowd, Fremland, Harris, Hsieh, Hubbard, Kovrig, Lareau (for Manis), Luster, McMahon, Neault, Schmeltz, Surbrook, Watkins, Weinroth, Whisenhunt and Chairperson Chancellor Carroll

Absent: Larson, Manis

Guests: Hammersly, Kim, Lieber, McCallum, Triest

1. **APPROVAL OF MINUTES**

The minutes of May 4, 2016, were approved.

2. **STATE BUDGET UPDATE**

Chancellor Carroll referenced her May 16, 2016, Budget Message, which addressed the potential impact of the to the SDCCD of the 2016-17 Governor's May Revision on May 13, 2016, which included a base increase in apportionment funding and 2% growth for enrollment. The next steps in the state budget development process will include legislative review and conference committee discussions, which could lead to modifications in the budget proposal. Chancellor Carroll reported on some of the advocacy efforts occurring that might help to inform those discussions. It is anticipated that all budget differences between the two houses of the legislature will be resolved in the weeks to come so the governor can approve the budget and sign it into law on or before the July 1 deadline.

3. **INTELLUS LEARNING PRESENTATION**

Chancellor Carroll welcomed Patrick McCallum and members of his group to deliver the second of three presentations on predictive analytics models for the Council's information and consideration. During discussion following the presentation, members indicated that this model was not a good fit for the SDCCD for several reasons. Members want a faculty-centered system and asked that faculty focus groups be established to discuss this issue further.

4. **EMPLOYEE ASSISTANCE PROGRAM (EAP)**

Miramamar College Classified Senate President Terrie Hubbard noted that it was difficult to find information regarding the EAP and asked for easier access, such as creating posters and adding the number to the District phonebook. Vice Chancellor Surbrook will follow up on the request.

5. PEOPLESOFT SUPPORT

Mesa College Academic Senate President Rob Fremland, speaking on behalf of all of the academic senates, asked for more direction in finding help in PeopleSoft when red flags appear indicating that something is incorrect. Executive Vice Chancellor Dowd responded that the point person at each college is the VPA, supported by the business office. As a result of the vacant Continuing Education VPA permanent position, Information Technology Services Assistant Director Barron or Director Keyser can assist CE temporarily.

Professor Fremland also asked about the status of making modifications in PeopleSoft processes and what functions are coming next with the system. EVC Dowd responded that, due to the system's integration, all pillars of the PeopleSoft system (Finance, HR, and Student Services) need to be in place before making any major modifications to the PeopleSoft application in order to avoid coding modifications that might affect another pillar. However, some functional modifications e.g., travel and expense, and purchasing processes, are anticipated to be worked on by IT starting this summer with the intent of making processes more "user friendly".

Adjourned 4:30 p.m.

Chancellor's Office & Board of Trustees

BOARD MEETING

Thursday, June 9, 2016

2:50 p.m. Call to Order – Room 235/245

Followed by Closed Session – Room 300

4:00 p.m. Regular Business Meeting – Room 235/245

3 OPEN SESSION ORGANIZATIONAL ITEMS

3.04 Administration of Oath of Office for Student Trustees:

Ava Fakhrabadi – Mesa College; and

Jocelyn Felicano – Miramar College

By Board President Maria Nieto Senour

10 NEW BUSINESS

10.01 Consideration and approval of a resolution to excuse Trustee Maria Nieto Senour from attendance at the May 12, 2016, Board Meeting, due to illness, but compensate her therefore in accordance with Section 72024(d) of the California Education Code.

10.02 Consideration and adoption of a commendation for Senator Marty Block.

10.03 Consideration and adoption of a resolution in support of The California Children's Education and Health Care Protection Act of 2016.

11 INSTRUCTIONAL SERVICES

11.01 Consideration and approval of new or revised courses and programs.

11.02 In the matter of the District's Allied Health Occupations Program, authority is requested to enter into agreements with health care agencies for use of clinical facilities by students enrolled in District's Allied Health Occupations Program during the 2016-2017 fiscal year.

11.03 In the matter of a proposed San Diego Miramar College Agreement with Cathedral Catholic High School to establish a College Educational Partnership, authority is requested to enter into an agreement with Cathedral Catholic High School beginning July 1, 2016.

11.04 In the matter of San Diego Continuing Education and the San Diego Workforce Partnership, effective June 10, 2016, authority to enter into an agreement, as evidenced by a Memorandum of Understanding (MOU) to create added value in the delivery of local One-Stop System where all partners gain from the partnership on the basis of specialization and providing services consistent with each programs core competencies.

12 STUDENT SERVICES

12.01 Authority for students at City College, Mesa College, Miramar College and Continuing Education to travel for purposes of intercollegiate team competition, tournaments, approved out of season competition, student leadership, academic program competition, and related activities from July 1, 2016, through June 30, 2017.

12 **STUDENT SERVICES** (Continued)

- 12.02** Authorization for 34 students and two faculty members from San Diego Mesa College to conduct the following Mesa College classes in Madrid, Spain: Spanish 102, CRN #69630, Spanish 201, CRN #69656. The Spanish 5-unit, 6-week long courses, will start on Monday, June 20, 2016 and will end on Friday, July 29, 2016. International travel to Spain will begin on Saturday, July 2, 2016. The return flight to San Diego is scheduled for July 30, 2016. The first two weeks of instruction will be held at San Diego Mesa College and the remaining four weeks in Madrid, Spain. Professors Dora Schoenbrun-Fernandez and Michael Harrison from the Department of Languages will accompany the students and teach both classes.
- 12.03** Consideration and approval of the Student Fee Schedule for 2016-2017.
- 12.04** Consideration and adoption of the College and Career Access Pathways (CCAP) Partnership Agreements with the San Diego Unified School District; and PUBLIC HEARING on: Approval of the CCAP Partnership Agreements.

13 **BUDGET AND FINANCE**

- 13.01** Consideration and adoption of the Tentative Budget for 2016-17.
- 13.02** In the matter of "The Community Colleges Basic Skills and Student Outcomes Transformation Program" award, a grant funded by the California Community Colleges Chancellor's Office, awarded to San Diego Mesa College, authority is requested to:
1. Enter into an agreement with California Community Colleges Chancellor's Office in the amount of \$1,499,005 with in a three-year project starting July 1, 2016, through June 30, 2017, with up to 2 additional renewals; and
 2. Accept, budget and spend \$500,000 in the 2016-2017 General Fund/Restricted Budget.
- 13.03** In the matter of the Workforce Innovation and Opportunity Act (WIOA) Grant at Continuing Education, authority is requested to accept, budget and spend \$437,600 in the 2016-17 General Fund Restricted Budget.
- 13.04** In the matter of the Deputy Sector Navigator – Information & Communication Technology (ICT) Digital Media grant by the California Community Colleges Chancellors Office (CCCCO), Economic and Workforce Development (EWD) Program to San Diego City College, authority is requested to accept, budget and spend an additional \$100,000 in the 2015-2016 General Fund Restricted budget.
- 13.05** In the matter of the Statewide Navigator Advanced Transportation and Renewables Sector grant awarded by the California Community Colleges Chancellor's Office (CCCCO), Economic and Workforce Development Program (EWD) to San Diego Miramar College, authority is requested to accept, budget and spend \$372,500 in the 2016-2017 General Fund/Restricted budget.
- 13.06** In the matter of the Sector Navigator Life Science/ Biotechnology grant awarded by the California Community Colleges Chancellor's Office (CCCCO), Economic and Workforce Development Program (EWD) to San Diego Miramar College, authority is requested to accept, budget and spend \$372,500 in the 2016-2017 General Fund/ Restricted budget.

13 **BUDGET AND FINANCE** (Continued)

- 13.07** In the matter of the Deputy Sector Navigator - Advanced Transportation and Renewables Sector grant awarded by the California Community Colleges Chancellor's Office (CCCCO), Economic and Workforce Development Program (EWD) to San Diego Miramar College, authority is requested to accept, budget and spend \$200,000 in the 2016-2017 General Fund/Restricted budget.
- 13.08** In the matter of the Deputy Sector Navigator Life Sciences/Biotechnology grant awarded by the California Community Colleges Chancellor's Office (CCCCO), Economic and Workforce Development Program (EWD) to San Diego Miramar College, authority is requested to accept, budget and spend \$200,000 in the 2016-2017 General Fund/Restricted budget.
- 13.09** In the matter of an agreement with the California Commission on Peace Officer Standards and Training (POST) for San Diego Miramar College to provide the Academy Instructor Certification Course (AICC), authority is requested to:
1. Enter into a Plan V Reimbursement agreement with the Commission on POST to provide the AICC to be delivered in the 2016-2017 fiscal year; and
 2. Accept, budget and spend \$71,000 in the 2016-2017 General Fund/Restricted budget.
- 13.10** In the matter of the San Diego Audubon Society grant to San Diego City College, authority is requested to accept, budget and spend \$4,805 from the San Diego Audubon Society in the 2016-2017 General Fund/Restricted budget, with no possible extensions.
- 13.11** In the matter of the Distance Education and Technological Advancement (DETA) Research Project grant agreement between The Board of Regents of the University of Wisconsin system on behalf of the University of Wisconsin-Milwaukee and the San Diego Community College District for Fostering Student Access and Success Through Evidence-Based Online Learning and Technology Advancement Research, authority is requested to accept, budget and spend \$10,800 in the 2015-2016 General Fund/Restricted Budget.
- 13.12** Authority to award Bid #16-09, for a one-year requirements contract for the purchase of various beverage products, supplies and service to the following, as the most responsive and responsible bidders; Barrios Distributing/Foods Inc. - line item(s) 13,14 and 28. Coca-Cola Company - Line item(s) 1,12,16,17 and 20. John Lenore & Co. - line item(s) 2,3,6,7, 8,11, 15,18,19,26 and 29. PepsiCo Bottling Group - line item(s) 4,5,9,10,21,22,23,24,25 and 27; and Authority for the Purchasing and Contract Services Supervisor to exercise two (2), one year contractual renewal options if the contractor's performance is deemed to be satisfactory, it is in the District's best interest, and the Board has approved continuation of such funds by budget approval for the respective optional periods.
- 13.13** Authority to award Bid #16-10 SN for the purchase and delivery of ancillary reprographic equipment for the Reprographics Department located at Mesa College to Konica Minolta Inc. for Line Items: 1, 5, 6, 7, and 8; and to Xerox Corporation for Line items: 2, 3, and 4 as the low, responsive, and responsible bidders, and authorize the Purchasing and Contracts Supervisor to execute the necessary contract documents.

13 **BUDGET AND FINANCE** (Continued)

13.14 Authority to award Bid #16-11 for a District-wide requirements contract for the purchase of reprographic bond paper and specialty paper products to Kelly Paper (both sections of the Bid, "A" and "B"), the most responsive and responsible bidder; and authorize the Supervisor of Purchasing and Contract Services to execute the necessary documents.

14 **HUMAN RESOURCES**

14.01 Certification of short-term personnel service effective on or after June 10, 2016, per California Education Code Section 88003.

14.02 Approval of academic, classified, substitute and student personnel actions relating to appointments, assignment changes, salary changes, status changes, leaves of absence, separations and volunteerism during the period May 1, 2016, through May 31, 2016.

14.03 Consideration and approval of sabbatical leave for the 2016-2017 academic year.

14.04 In the matter of the San Diego Mesa College President's Office, (contingent upon review by Human Resources) effective June 10, 2016, authority is requested to:

1. Delete 1.0 vacant Clerical Assistant position (#010157), Range 13 (\$2,581.09-\$4,439.25) AFT Classified Staff Office/Technical Unit; and
2. Establish 1.0 Administrative Technician position (#00120067), Range 22 (\$3,473.44-\$5,544.41) AFT Classified Staff Office/Technical Unit.

14.05 In the matter of reorganization of the tutoring and independent learning services of Mesa College, effective June 22, 2016, and (contingent upon review by Human Resources), authority is requested to:

1. Delete 1.0 vacant restricted Clerical Supervisor position (#010202), Range 5 (\$3,754.59-\$6,268.43) Supervisory & Professional Administrators Association in Math & Science Tutoring; and
2. Establish 1.0 Instructional Support Supervisor position (#00120068), Range D (\$4,605.98-\$7,689.87) Supervisory & Professional Administrators Association, in Learning Resources and Academic Support.

14.06 In the matter of Student Accounting at San Diego Miramar College, effective June 10, 2016, (contingent upon review by Human Resources) authority is requested to establish 1.0 Senior Account Clerk position (#00120063), Range 19 (\$3,192.54-\$5,096.01) AFT Classified Staff Office/Technical Unit in the Student Accounting Office.

14.07 In the matter of Learning Resources and Academic Support at San Diego Miramar College, effective June 10, 2016, (contingent upon review by Human Resources) authority is requested to establish 1.0 12-month Non-Classroom Instructor (Academic Success Coordinator) position (#00120064), Class 1, Step A – Class 6, Step C (\$5,658.89-\$7,625.90) AFT College Faculty Unit in the Academic Success. Funding for this position will be provided with Student Equity Plan funds.

14.08 In the matter of Stockroom Services at San Diego Miramar College, effective June 10, 2016, (contingent upon review by Human Resources) authority is requested to establish a 1.0 Stockroom Supervisor position (#00120065), Range 3 (\$3,453.97-\$5,766.54) Supervisory and Professional Administrators Association.

14 HUMAN RESOURCES (Continued)

14.09 In the matter regarding reorganization of the Office of Vice President of Student Services at the San Diego Continuing Education, effective June 10, 2016, (contingent upon review by Human Resources) authority is requested to establish a 1.0 Restricted Dean (of Student Equity) position (#00120066), Range 18 (\$8,463.73-\$13,571), Management Unit. This position will be funded by Student Equity Funding.

14.10 In the matter regarding a contract position in Business and Technology Services authority is requested to reallocate Manager, Fiscal Services classification 1.0 FTE position (#011432) from Range 14 (\$6,555.05-\$10,459.38) Management Unit to Range 16 (\$7,428.55-\$11,881.80) Management Unit in the District Office, Business and Technology Services.

15 FACILITIES, BUILDINGS AND REAL ESTATE

15.01 Approval of Master List of Off-Campus Locations for the 2016-2017 Academic Year.

15.02 In connection with Proposition N, authority to award a contract for the Math and Science Stair Security Enhancements at Mesa College, San Diego to R.J. Daum.

15.03 In connection with Proposition N, authority to award a contract for the A-100 Building Remodel at Miramar College, San Diego to Tovey/Shultz Construction, Inc. the lowest responsive bidder on the basis of the listed base bids.

15.04 In connection with Proposition N, authority to award a contract for the Science Building at City College, San Diego for fencing modification to APR Construction, Inc. the lowest responsive bidder on the basis of the listed base bids.

15.05 In connection with Propositions S and N, authority to enter into contracts to support program management activities with the following firms:

1. Gafcon
2. J.E. Moore
3. Cumming Corporation
4. AECOM

Additionally, Gafcon to provide construction management support in connection with the SANDAG funded parking structure at Miramar College.

15.06 In the matter of Propositions S and N contractor outreach services for small and disadvantaged business enterprises, authority is requested to enter into consultant agreement with Winstead & Co.

15.07 In connection with Propositions S and N projects pertaining to the District's outreach effort, authority is requested to enter into a contract with the San Diego Contracting Opportunities Center for counseling services for small and disadvantaged business enterprises.

15.08 In connection with the membership of the Propositions S and N Citizens' Oversight Committee, authority to appoint Katie Hansen to serve a two-year term from July 1, 2016, to June 30, 2018, (nominated by Trustee Bernie Rhinerson).

15 FACILITIES, BUILDINGS AND REAL ESTATE(Continued)

15.09 In connection with the membership of the Propositions S and N Citizens' Oversight Committee, authority is requested to reappoint the following members to serve a two-year term from July 1, 2016, to June 30, 2018:

1. Pierre Domercq;
2. Gerald Hosenkamp;
3. Sarah Jager;
4. Thomas Kaye;
5. Thomas Scanlan;
6. Rosalie Schwartz; and
7. Glen Sparrow.

15.10 Authority to declare an emergency pursuant to Public Contract Code 20654 for expenditures to complete repairs to the domestic water line providing service to the P-Building at SDCCD Mesa College. (Note: Approval of this action requires a unanimous vote of the Board. Approval by the County Superintendent of Schools is also required.)

16 INFORMATION ITEMS

16.01 Report on Student Textbook Survey



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DISTRICT GOVERNANCE COUNCIL

June 1, 2016

3:00 p.m. – Room 245

REVISED AGENDA

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- 4.0 State Budget Update Carroll/Dowd
- *5.0 Regional Accreditation Update Carroll
- 6.0 Roundtable

*Attachments

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WORKGROUP I: IMPROVING ACCJC STRUCTURE, FUNCTION, AND RELATIONS

Goal

Representatives from California community colleges and other ACCJC member institutions will work with ACCJC commissioners to immediately undertake significant improvements in the structure and functioning of the Commission to address long-standing concerns of its members, giving special attention to the concerns noted by the U.S. Department of Education requiring compliance by October 2016.

Responsibilities

1. Workgroup will meet beginning in April 2016 to develop a plan, with timeline and measurable outcomes, which will be submitted to the ACCJC Commission for action at its June 2016 meeting to institute changes for improvement.
2. Lead and monitor ongoing implementation of changes.
3. Provide regular updates of the group's activities and progress to ACCJC members and the CEOCCC Board, as well as formal quarterly progress reports.

Topics for the workgroup to address include the following:

1. staff/leadership assessment;
2. Commission size and composition;
3. process for selecting commissioners to enhance constituent representation and transparency of nominations and elections;
4. financial transparency of the Commission, including release of annual financial statements, debts, and obligations;
5. redesigned team member selection and training system reflecting transparency, consistency, quality, and use of technology;
6. assignment of senior commission staff member to each institution undergoing accreditation review;
7. clear and consistent communication (print, electronic and in person); and
8. system for member evaluation of the Commission, including feedback to the field on evaluation results and subsequent improvements.

Members

California Community College CEOs

Helen Benjamin	Chancellor, Contra Costa CCD, Convener
Michael Claire	President, San Mateo College (San Mateo CCD)
David Wain Coon	Superintendent/President, Marin CCD
Debbie DiThomas	Superintendent/President, Barstow CCD
Kathy Hart	Superintendent/President, San Joaquin Delta CCD
Victor Jaime	Superintendent/President, Imperial Valley College (Imperial CCD)
Kathryn Jeffrey	Superintendent/President, Santa Monica CCD
Jowel LaGuerre	Chancellor, Peralta CCD
Marvin Martinez	President, East Los Angeles College (Los Angeles CCD)
Kindred Murillo	Superintendent/President, Lake Tahoe CCD
Kevin Walthers	Superintendent/President, Allan Hancock CCD
John Weispfenning	President, Santiago Canyon College (Rancho Santiago CCD)

University of Hawaii Community Colleges

WORKGROUP II: WESTERN REGION HIGHER EDUCATION ACCREDITING MODEL

Long-Range Goal

Facilitate communication between representatives of regional accreditors and institutional members from various sectors of higher education to pursue a model for regional accreditation that aligns all segments of higher education in the Western region.

Responsibilities

1. Workgroup will convene as quickly as possible to develop a framework for assessing the regional higher education accrediting landscape and determining the best approach for regional alignment and steps for implementation.
2. Workgroup will provide quarterly updates to the region beginning no later than September 1, 2016.

Members

California Community College CEOs

Cindy Miles	Chancellor, Grossmont-Cuyamaca CCD, Convener
Lori Adrian	President, Coastline CC (Coast CCD) (Until 6/30/16)
Sandra Caldwell	President, Reedley College (State Center CCD)
Constance Carroll	Chancellor, San Diego CCD
Ron Kraft	Superintendent/President, Napa CCD
Willard Lewallen	Superintendent/President, Hartnell CCD
Dena Maloney	Superintendent/President, El Camino CCD
Cheryl Marshall	Chancellor, North Orange CCCD (After 7/1/16)
Sandra Mayo	President, Moreno Valley College (Riverside CCD)
Bryan Murphy	President, De Anza College (Foothill-DeAnza CCD)
Bill Scroggins	Superintendent/President, Mt San Antonio CCD
Susan Sperling	President, Chabot College (Chabot-Las Positas CCD)
Joe Wyse	Superintendent/President, Shasta-Tehama-Trinity CCD

University of Hawaii community colleges

Lui Hokoana	Chancellor, Maui College, University of Hawaii
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Western Pacific community colleges

Private Colleges with membership in ACCJC

Jeff Atkins	President, Carrington College
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WASC Senior College and University Commission

Mary Ellen Petrisko, President
William Bill Ladusaw, Chair

Accrediting Commission for Community and Junior Colleges

Ex-officio Member

Brian King, Chancellor, Los Rios CCD