



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • CONTINUING EDUCATION

## DISTRICT GOVERNANCE COUNCIL

June 6, 2018

3:00 p.m. – Room 245

### AGENDA

- \*1.0 Review Minutes of May 16, 2018
- \*2.0 Review of Board Agenda for June 7, 2018
- 3.0 Additional Agenda Items
- 4.0 State Budget Update Carroll, Dowd
  - Update on Funding Formula
- 5.0 Student Health Fee Increase Neault
- \*6.0 Districtwide Strategic Planning Committee Bulger
- \*7.0 Academic Senate Resolution Weinroth
- 8.0 Roundtable

#### \*Attachments

Next DGC MEETING scheduled: Wednesday, July 18, 2018 – 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

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## DISTRICT GOVERNANCE COUNCIL MINUTES

May 16, 2018

**Present:** Akers, Ascione (for Hsieh), Bocaya, Bulger, Catano, Hubbard, Kovrig, Lareau (for Manis), Luster, McMahon, Neault, Payne, Perigo, Rivera-Lacey (for Cortez), Shabazz, Surbrook, Watkins, Weinroth and Chairperson Chancellor Carroll

**Absent:** Beresford, Cortez, Dowd, Hsieh, Larson, Manis

### 1. APPROVAL OF MINUTES

The minutes of May 2, 2018, were approved.

### 2. GOVERNOR'S MAY REVISION BUDGET

Chancellor Carroll reported that the Governor's May Revision budget includes a COLA of 2.71% which will be processed through the Resource Allocation Formula (RAF) and include funding for categorical programs. The budget also includes funding for deferred maintenance and instructional equipment at a 60/40 split. Other elements of the budget, such as the proposed new funding formula, are still unclear.

### 3. BP & AP 2015 – STUDENT MEMBERSHIP

Vice Chancellor Neault brought legally mandated revisions to BP 2015 and a new procedure, AP 2015, which identifies the role and responsibilities of student members. Both documents received no questions or concerns, and will move forward to the next step in the approval process.

### 4. SDCCD COPYRIGHT GUIDELINES

Vice Chancellor Bulger brought back this document for a final review. Members were fine with the minor changes made and recommended that it be moved forward.

### 5. CE BUILDING AT MESA COLLEGE

Continuing Education Academic Senate President Richard Weinroth described safety concerns regarding the CE building at Mesa College. Chancellor Carroll asked that Vice Chancellor Manis assess the situation and find options for improvement.

### 6. DISTRICT PHONE BOOK FOR 2018-19

Miramamar College Classified Senate President Terrie Hubbard asked about whether hard copy phone books would be available this year, as they were not printed for the 2017-18 year. Chancellor Carroll said that 2018-19 phone books will be printed for districtwide distribution for the upcoming fiscal year.

**7. ANNOUNCEMENT OF RESOLUTIONS**

City College Academic Senate President Justin Akers announced that the City College Senate passed resolutions asking for funding to hire additional full-time faculty and a vote of no confidence in State Chancellor Eloy Oakley. The Mesa and Miramar Colleges and Continuing Education senates added that they also passed similar resolutions, so the District is in unity.

Adjourned 3:39 p.m.

Chancellor's Office & Board of Trustees



**SAN DIEGO  
COMMUNITY COLLEGE  
DISTRICT**

**Thursday, June 7, 2018  
Regular Board Meeting**

**San Diego Community College District  
Public Meeting of the Board of Trustees**

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**Charles W. Patrick Building  
District Office  
3375 Camino del Rio South Rooms 235-255, 300  
San Diego CA 92108**

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**This agenda includes:**

**2:50 p.m. Call to Order – Room 235-255, followed by Closed Session – Room 300  
4:00 p.m. Regular Business Meeting – Room 235-255**

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**DISCLAIMER: If changes are necessary, the San Diego Community College District reserves the right to effect them up until 72 hours in advance of the posted Board meeting.**

**SUGGESTED ORDER OF BUSINESS**

**1. Call to Order**

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- 1.01 Call Meeting to Order, Room 235-255
- 1.02 Announcement of and Public Comment on Closed Session Items
- 1.03 Adjourn to Closed Session, Room 300

**2. Closed Session**

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- 2.01 Confer with labor negotiator Will Surbrook, Vice Chancellor of Human Resources (pursuant to Government Code Section 54957.6).  
Bargaining/Meet and Confer Units under Consideration:
  - a. AFT Guild Local 1931 College & Continuing Education Faculty
  - b. AFT Guild Local 1931 Classified Unit
  - c. AFT Guild Local 1931 Non-Academic Non-Classified Employees
  - d. AFT Guild Local 1931 Naval Technical Training Program (San Diego)
  - e. POA - Police Officers Association
  - f. Management Association
  - g. SPAA - Supervisory & Professional Administrators Association
  - h. ACE - Association of Confidential Employees
  - i. Technical Instructors Bargaining Organization (Corry Station, FL)
- 2.02 Administrator Employment Contract (pursuant to Government Code Section 54957), the title of which is Vice President, Administrative Services, San Diego Mesa College.
- 2.03 Administrator Employment Contract (pursuant to Government Code Section 54957), the title of which is Vice President, Student Services, San Diego Miramar College.
- 2.04 Confer with or receive advice from legal counsel (pursuant to Government Code Section 54956.9) concerning pending litigation. There is one (1) item to discuss.  
*Bareno, Leticia vs. San Diego Miramar College, et al., San Diego Superior Court Case No. 37-2014-00003862*

**3. Open Session Organizational Items**

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- 3.01 Reconvene Open Session, Room 235-255
- 3.02 Pledge of Allegiance
- 3.03 Report of Action in Closed Session (if applicable)

### **3. Open Session Organizational Items (continued)**

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- 3.04 Administration of Oath of Office for Student Trustees  
Susan Molina-Bibian - City College;  
Sofia Castellani-Staedler - Mesa College; and  
Alana Mahal Bermodes - Miramar College by Board President Maria Nieto Senour
- 3.05 Administration of Oath of Office for Police Officer Craig Winger by Board President Maria Nieto Senour

### **4. Approval of Minutes**

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- 4.01 Minutes of the April 17, 2018, Joint Meeting with San Diego Unified School District - 5:00 p.m.
- 4.02 Minutes of the May 10, 2018, Board Meeting - 2:30 p.m.
- 4.03 Minutes of the May 24, 2018, Board Retreat - 12:00 p.m.

### **5. Development of the Consent Calendar**

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- 5.01 Call for Removal of Items from the Agenda
- 5.02 Board Development of Consent Calendar
- 5.03 Call for Academic Senates' Agenda Items for Discussion
- 5.04 Adoption of Consent Calendar

### **6. Public Comment**

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- 6.01 Public Comments Guidelines

### **7. Collective Bargaining**

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- 7.01 Call For Presentations (if any) By Exclusive Agent(s) Representing Employees.
- 7.02 Public Response to Initial Proposal(s) of Employee Organizations (includes the District's public response to the initial proposal from the American Federation of Teachers Faculty Bargaining Unit for the bargaining successor agreement).
- 7.03 Announcement(s) of Proposed Tentative Agreement(s) Between the District and Exclusive Agents Representing Employees.
- 7.04 Announcement(s) of Agreement(s) Between the District and Exclusive Agents Representing Employees.

### **8. Reports**

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- 8.01 Report on Communications/Statewide & Legislative Issues – Chancellor
- 8.02 Report of the Trustees
- 8.03 Report of the Chancellor

### **9. Board Policies**

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- 9.01 Consideration and adoption of a revision to Chapter 2- Board of Trustees Board Policies (First Reading). This revision is part of a comprehensive six-year review to ensure currency.  
BP 2015 Student Membership

### **10. New Business**

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#### **11. Instructional Services**

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- 11.01 Consideration and approval of new or revised courses and programs.
- 11.02 In the matter of the District's Allied Health Occupations Programs, authority is requested to enter into agreements with health care agencies for the use of clinical facilities by students enrolled in District's Allied Health Occupations Programs during the 2017-2018 fiscal year.

#### **12. Student Services**

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- 12.01 Authorization to send a student from San Diego Miramar College to the Skills USA national leadership and skills conference to participate in the national diesel equipment competition from June 25-29, 2018. The student will be assigned to a California Community College faculty advisor upon arrival to the competition. Both the student and advisor will utilize the Indianapolis airport. The host hotel is Horseshoe Southern Indiana. Competitors will open the conference in Indiana, and then travel to Louisville, Kentucky for a showcase of career and technical education activities.

## **12. Student Services (continued)**

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- 12.02 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, 2018, through June 30, 2019.
- 12.03 Review of the College and Career Access Pathways (CCAP) Partnership Agreements with the San Diego Unified School District.
- 12.04 Consideration and approval of a \$1.00 increase in the student health fee, effective Fall 2018, from \$19.00 to \$20.00/semester, and from \$16.00 to \$17.00 for summer.

## **13. Budget and Finance**

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- 13.01 Consideration and adoption of the Tentative Budget for 2018-2019.
- 13.02 In the matter of the subcontract agreement between San Diego City College and the San Diego County College and Career Readiness Consortium (CCRC) California Career Pathways Trust (CCPT), for the purpose of providing courses related to the Business Information Worker Certificate to incarcerated youth, authority is requested to accept, budget and spend \$30,000 in the 2017-2018 General Fund/Restricted Budget for coordination and course offerings.
- 13.03 In the matter of the subcontract agreement between San Diego Mesa College and the Grossmont-Cuyamaca Community College District (GCCCD) Auxiliary to provide support for the Strong Workforce Regional Implementation Workgroups, authority is requested to accept, budget and spend \$135,000 in the 2018-2019 General Fund/Restricted Budget for CTE Regional Tutoring Workgroup.
- 13.04 In the matter of the Innovation and Effectiveness Grant from the Institutional Effectiveness Partnership Initiative (IEPI) through Santa Clarita Community College District (SCCCD), awarded to San Diego Mesa College, authority is requested to:
  - 1. Enter into an extension of the agreement with SCCC in the amount of \$50,000; and
  - 2. Accept, budget and spend \$50,000 for the 2018-2019 General Fund/Restricted Budget at San Diego Mesa College.
- 13.05 In the matter of the Angell Foundation Grant awarded to the Fostering Academic Success and Transitions (FAST) Scholars at San Diego Mesa College, authority is requested to accept, budget and spend \$50,000 in the 2018-2019 General Fund/Restricted Budget.
- 13.06 In the matter of the sub-agreement between the Southern California Biotechnology Center at San Diego Miramar College and the Rancho Santiago Community College District, under the Sector Navigator issued "Industry Sector Projects-in-Common" for 2017-2018, authority is requested to accept, budget and spend \$25,000 from the Rancho Santiago Community College District in the 2017-2018 General Fund/Restricted Budget.
- 13.07 In the matter of the sub-agreement between the Southern California Biotechnology Center at San Diego Miramar College and the Rancho Santiago Community College District, under the Sector Navigator issued "Industry Sector Projects-in-Common" for 2017-2018, authority is requested to accept, budget and spend \$80,000 from the Rancho Santiago Community College District in the 2017-2018 General Fund/Restricted Budget.
- 13.08 In the matter of a Service Agreement between the Southern California Biotechnology Center at San Diego Miramar College and the San Diego Workforce Partnership, under the Support and Expansion of the AMGEN-Bruce Wallace Curriculum to San Diego County High Schools and Community Colleges, authority is requested to accept, budget and spend in the General Fund/Restricted budget of \$97,050 from the Amgen Foundation in 2017-2018 General Fund/Restricted Budget.
- 13.09 Approval of purchase orders prepared during the period of April 1, 2018, through April 30, 2018.
- 13.10 Authority is requested to award Request for Proposal #18-02 for the printing, delivery, and mailing of Class Schedules on behalf of the San Diego Community College District to Advantage Printing.
- 13.11 Authority is requested to award Bid #18-06 for a districtwide requirements contract for the purchase of reprographic specialty paper products to Kelly Paper (all sections of the Bid, "A", "B" and "C") the most responsive and responsible bidder, and; authorize the Supervisor of Purchasing and Contract Services to execute the necessary documents.

## **14. Human Resources**

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- 14.01 Certification of short-term personnel service effective on or after June 8, 2018, 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 April 17, 2018, through May 30, 2018.
- 14.03 Consideration and approval of the application for participation in the Reduced Workload/Early Retirement Program.
- 14.04 Approval of appointment of contract of employment for Vice President, Administrative Services, at San Diego Mesa College.
- 14.05 Approval of appointment of contract of employment for Vice President, Student Services, at San Diego Miramar College.
- 14.06 Consideration and approval of sabbatical leaves for the 2018 - 2019 academic year.
- 14.07 In the matter of Student Health Services at San Diego Miramar College, effective July 1, 2018, authority is requested to (contingent upon review by Human Resources):
1. Delete a 1.0 FTE 10-month vacant funded College Instructor position (#008171), Class 1, Step A – Class 6, Step C (\$5,754.92-\$7,754.42), AFT College Faculty Unit; and
  2. Establish a 1.0 FTE 10-month Nurse position (#00120215), Class 1, Step A – Class 6, Step C (\$5,754.92-\$7,754.42), AFT College Faculty Unit.
- 14.08 In the matter regarding reorganization of the Office of Vice President of Student Services at the San Diego Continuing Education, effective June 8, 2018, (contingent upon review by Human Resources), authority is requested to delete a vacant 1.0 FTE Administrative Technician position (#006989), Range 22 (\$3,552.32-\$5,670.31) AFT Classified Staff Office/Technical Unit under the Dean of Student Equity.
- 14.09 In the matter regarding the Disability Support Programs and Services Office at San Diego Continuing Education, effective July 19, 2018, (contingent upon review by Human Resources), authority is requested to establish two 1.0 FTE, 10-month Disability Support Programs and Services (DSPS) Contract Instructor positions (#00120221 and #00120222), Class 1, Step A – Class 6, Step C (\$5,754.92-\$7,754.42), AFT College Faculty Unit.
- 14.10 In the matter of a classified contract position in the Board of Trustees Office at the District Office, effective June 8, 2018, as a result of a recent classification and organizational review, authority is requested to (contingent upon review by Human Resources) reallocate a 1.0 FTE Board Office Assistant position (#011122), Range 23 (\$4,137.59-\$7,166.78), Association of Confidential Employees to Range 21 (\$3,741.12-\$6,480.03), Association of Confidential Employees.
- 14.11 In the matter of reorganization of the Facilities Services department at the District Service Center, effective June 8, 2018, authority is requested to (contingent upon review by Human Resources):
1. Delete vacant 1.0 FTE Custodian position (#000258), Range 13 (\$2,844.25-\$4,540.05) AFT Classified Maintenance and Operations unit; and
  2. Increase Custodian position and incumbent (#012035) Range 13 (\$2,844.25-\$4,540.05) AFT Classified Maintenance and Operations unit from 0.2 FTE to 1.0 FTE.
- 14.12 In the matter of reorganization of the Facilities Services department at the District Service Center, effective June 8, 2018, authority is requested to (contingent upon review by Human Resources):
1. Delete vacant 1.0 FTE Maintenance Worker – HVAC/Electrical position (#00120210), Range 26 (\$4,029.14-\$6,431.42) AFT Maintenance and Operations unit; and
  2. Establish a 1.0 FTE HVAC Mechanic position (#00120217), Range 31 (\$4,844.51-\$7,732.93) AFT Maintenance and Operations Unit.
- 14.13 In the matter of the District Office Disability Support Programs and Services (DSPS), effective July 1, 2018, authority is requested to (contingent upon review by Human Resources):
1. Delete .80 FTE Interpreting Services Lead Technician (Scheduler), (#000120), Range 29, 11-month position (\$4,489.28-\$7,165.90) in the AFT/Office Technical Unit; and
  2. Establish .80 FTE Interpreting Services Lead Technician (Scheduler), (#00120216), Range 29, 12-month position (\$4,489.28-\$7,165.90) in the AFT/Office Technical Unit.

## **14. Human Resources (Continued)**

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- 14.14 In the matter of contract positions districtwide, effective July 1, 2018, authority is requested (contingent upon review by Human Resources) to establish three (3) 12-month 1.0 FTE Instructional Lab Technician positions, Range 24 (\$3,780-\$6,033.74) AFT Classified Staff, Office Technical Unit (#00120219 at San Diego City College, #00120218 at San Diego Mesa College, #00120220 at San Diego Miramar College).

## **15. Facilities, Buildings, and Real Estate**

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- 15.01 Approval of Master List of Off-Campus Locations for the 2018-2019 Academic Year.
- 15.02 In the matter of the HVAC replacement at the G Building at Mesa College, authority is requested to enter into an energy services agreement with ACCO Engineered Systems, the lowest responsible bidder, on the basis of the listed base bids.
- 15.03 In the matter of the cooling tower replacement at the Learning Resource Center (LRC) at Mesa College, authority is requested to enter into an energy services agreement with ACCO Engineered Systems, the lowest responsible bidder, on the basis of the listed base bids.
- 15.04 In the matter of program and construction management activities Districtwide, authority is requested to:
1. Enter into a two-year contract for program management for Propositions S and N projects with J. E. Moore;
  2. Enter into a one-year contract for program management for Propositions S and N projects with AECOM;
  3. Enter into a one-year contract for program management for Propositions S and N projects with Gafcon
- 15.05 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. for the City College Child Development Center project.
- 15.06 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.

## **16. Information Items**

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- 16.01 Presentation of Propositions S and N Progress Report
- 16.02 2017-18 Student Enrollment Update Report

## **17. Reconvene Closed Session (if applicable)**

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- 17.01 Reconvene Closed Session (if applicable)
- 17.02 Announcement of Action Taken in Closed Session

## **18. Adjournment**

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- 18.01 Adjournment

**All exhibits are available for inspection by the public at the Board of Trustees meeting or prior to such meeting, when reports are available. Contact the Board Office at (619) 388-6957.**

### **PUBLIC PRESENTATIONS:**

**In accordance with Education Code Section 72121.5, members of the public are invited to participate in the governance system of the District by utilizing the PUBLIC COMMENT section of the Board meeting agenda.**

**Public comment on items listed on the Board meeting agenda shall be heard at the time the item is discussed and prior to Board action on the item. Each presentation shall be limited to five minutes (a total of twenty minutes on the same subject) unless this time limit is waived by action of the Board.**

**Public comment on matters not listed on the Board meeting agenda may do so during the PUBLIC COMMENTS section of the Board meeting for Regular Board meetings only; for Special Meetings and Retreats, comments are only allowed for items on the posted agenda. In accordance with Education Code Section 72121.5, the Board shall take no action on such matters, other than an action of referral. Each presentation shall be limited to five minutes (total of 20 minutes on the same subject) unless this time limit is waived by action of the Board.**

**If you wish to submit questions to the Board in your presentation, they should be in writing. At the Board's request, the Chancellor will provide written responses to your questions as soon as possible after the Board meeting.**

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**In compliance with the Americans with Disabilities Act, the San Diego Community College District will make every effort to honor requests for reasonable accommodations made by individuals with disabilities. [ADA TITLE II, SEC. 202. 42 USC 12132] If you need an accommodation, please call 72 hours prior to the scheduled meeting. (619) 388-6983.**



**District Strategic Planning Committee Composition  
 2018 – 2019**

Chair: Dr. Stephanie R. Bulger, Vice Chancellor, Instructional Services

<b>Name</b>	<b>Title</b>	<b>Location</b>
Berta Harris	Academic Senate President/Designee	City College
Rob Fremland	Academic Senate President/Designee	Mesa College
Naomi Grisham	Academic Senate President/Designee	Miramar College
John Bromma	Academic Senate President/Designee	Continuing Education
Jay Purnell	Classified Senate President/Designee	City College
Trina Larson	Classified Senate President/Designee	Mesa College
Terrie Hubbard	Classified Senate President/Designee	Miramar College
Neill Kovrig	Classified Senate President/Designee	Continuing Education
Susan Murray	Dean, Institutional Effectiveness/Designee	City College
Madeleine Hinkes	Dean, Institutional Effectiveness/Designee	Mesa College
Daniel Miramontez	Dean, Planning, Research and Institutional Effectiveness, Library and Technology/Designee	Miramar College
TBD	Dean, Institutional Effectiveness/Designee	Continuing Education
TBD	United Student Council Representative	
Bonnie Ann Dowd	Budget Planning and Development Council (Chair)	
TBD	Student Services Council Representative	

\*Office of Institutional Research and Planning by invitation.

## **Resolution—Increasing the Number of Contract Faculty**

Whereas, The success of students is highly dependent on having sufficient faculty to participate not only in student learning and assessment, but also outside of the classroom in governance and governance assessment, accreditation, institutional planning, resource development and allocation, development and maintenance of curriculum, equipment and facilities, advisory processes and other community and industry partnerships, grants and other state sponsored efforts, and processes for matriculation and articulation between our academic sector partners, as reflected in the Western Association of Schools and Colleges (WASC) Accreditation Standards;

Whereas, Recognizing that student success is highly dependent on having more opportunity for contact, mentoring and engagement when they have access to faculty outside of the classroom and increased accountability reporting requirements by the state and by accreditation bodies have exponentially increased the workload of departments;

Whereas, AB 1725 states that California Community College Districts should “implement specified reforms and make authorized program and service improvements as follows: (11) Improving instruction by increasing the hiring of full-time instructors and limiting the practice of hiring part-time instructors”; and

Whereas, In fall 2017 San Diego Continuing Education Adjunct Faculty taught 54,237.25 hours for a total of 130.41 Full Time Equivalent Faculty (FTEF) hours and San Diego Continuing Education Contract Faculty taught 26,704.25 hours for a total of 74.21 FTEF hours;

Resolved, That the Academic Senate of San Diego Continuing Education urges the increase of funding for the hiring of faculty in full-time positions and that this should occur in an expedited manner.

Approved by the San Diego Continuing Education Academic Senate: May 15, 2018